



August 31, 2001

TO: Personnel Administrators

FROM: Robbin Lemmer, Minimum Qualifications Administrator

SUBJECT: Final Minimum Qualifications for Teacher Occupational Classes
(MQL 02-1)

CLASSES INCLUDED:

The job classes include the following titles:

Teacher I – Academic – J1A1*B to J1A1*F
Teacher I – Vocational – J1A1*H to J1A1*L
Teacher II – Academic – J1A2*A
Teacher II – Vocational – J1A2*G
Teacher III – Academic – J1A3*A
Teacher III – Vocational – J1A3*G
Teacher Aide – J2A1XX

Child Care Aide – C2C1TX
Early Childhood Educator I – C2C2XX
Early Childhood Educator II – C2C3XX

BACKGROUND and FINAL MINIMUM QUALIFICATIONS:

The Human Resource Services division initiated a system study of the Teacher Occupational Group after employees raised several issues. Several questions concerning the basis for advancement to the higher levels in the Teacher I series were answered. The minimum qualifications were examined, updated and approved.

As a result of a concurrent system consolidation study of the Health Care Services (HCS) Occupational Group, the Early Childhood Educator and the Child Care Aide classes will be added to the Teacher Occupational Group as part of the second phase of this study. The class codes for the Early Childhood Educator will change on July 1, 2002. The MQs for the Early Childhood Educator are updated. The final Class Descriptions were sent out via a Job Evaluation Letter JEL-02-1 on August 24, 2001.

These final MQs are effective on August 31, 2001. They are posted on the State of Colorado website. If you have any questions, please call me at 303-866-4226 or email robbin.lemmer@state.co.us. The final MQs for the classes in the Teacher Occupational Group and the Early Childhood Educator Class are as follows:

**J1A – TEACHER
AUGUST 31, 2001**

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|--|---|--|
| TEACHER I (ACADEMIC) J1A1*B | Graduation from an accredited college or university with a bachelor's degree in a field of study related to the work assignment. Must possess Colorado Type VI Authorization-Temporary, Colorado Provisional or Professional Teacher License. | In agencies with documented recruitment difficulties the Alternative Teaching License may substitute for a Colorado Provisional or Professional Teacher License. |
| TEACHER I (ACADEMIC) J1A1*C | Graduation from an accredited college or university with a bachelor's degree in a field of study related to the work assignment plus 20 graduate semester credit hours in course work related to the program goals and objectives. Must possess Colorado Type VI Authorization-Temporary, Colorado Provisional or Professional Teacher License. | In agencies with documented recruitment difficulties the Alternative Teaching License may substitute for a Colorado Provisional or Professional Teacher License. |
| TEACHER I (ACADEMIC) J1A1*D | Graduation from an accredited college or university with a master's degree in a field of study related to the work assignment. Must possess Colorado Type VI Authorization-Temporary, Colorado Provisional or Professional Teacher License. | In agencies with documented recruitment difficulties the Alternative Teaching License may substitute for a Colorado Provisional or Professional Teacher License. |
| TEACHER I (ACADEMIC) J1A1*E | Graduation from an accredited college or university with a master's degree in a field of study related to the work assignment plus 20 graduate semester credit hours of beyond the master's degree in course work related to the program goals and objectives. Must possess Colorado Type VI Authorization-Temporary, Colorado Provisional or Professional Teacher License. | In agencies with documented recruitment difficulties the Alternative Teaching License may substitute for a Colorado Provisional or Professional Teacher License. |

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|--|---|--|
| TEACHER I (ACADEMIC) J1A1*F | Graduation from an accredited college or university with a doctorate degree (Ph.D. or Ed.D.) in a field of study related to the work assignment. Must possess Colorado Type VI Authorization-Temporary, Colorado Provisional or Professional Teacher License. | In agencies with documented recruitment difficulties the Alternative Teaching License may substitute for a Colorado Provisional or Professional Teacher License. |
| TEACHER II (ACADEMIC) J1A2*A | Graduation from an accredited college or university with a master's degree in a field of study related to the work assignment and three years of professional education experience. Must possess and maintain Colorado Provisional Teacher, Provisional Principal or Professional Teacher or Professional Principal License. | |
| TEACHER III (ACADEMIC) J1A3*A | Graduation from an accredited college or university with a master's degree in a field of study related to the work assignment and five years of professional education experience. Two years of the five years experience may be required experience at a principal, administrator, or superintendent level. Must possess and maintain Colorado Provisional Teacher, Provisional Principal License or Professional Teacher or Professional Principal License or a Professional Administrator License. | |
| TEACHER I (VOCATIONAL) J1A1*H | Education and experience requirements are those required for the specific occupation by the Community Colleges of Colorado (CC of C) for the vocational credential. Must possess an Emergency, three-year, or a five-year credential issued by the State of Colorado with the endorsement appropriate to the assignment. | |
| TEACHER I (VOCATIONAL) J1A1*I | In addition to the education and experience required for the next lower level (J1A1*H), achievement of 20 semester hours of college credits related to the assignment. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |
| TEACHER I (VOCATIONAL) J1A1*J | In addition to the education and experience required for the next lower level (J1A1*I), achievement of 40 semester hours of college credits related to the assignment. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |
| TEACHER I (VOCATIONAL) J1A1*K | In addition to the education and experience required for the next lower level (J1A1*J), graduation from an accredited college or university with a bachelor's degree in vocational education or a closely related field. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|---|--|---------------|
| TEACHER I (VOCATIONAL) J1A1*L | In addition to the education and experience required for the next lower level (J1A1*K), graduation from an accredited college or university with a master's degree in vocational education or a closely related field. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |
| TEACHER II (VOCATIONAL) J1A2*G | Graduation from an accredited college or university with a bachelor's degree in vocational education or a closely related field and three years of professional vocational education teaching experience appropriate to the assignment. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |
| TEACHER III (VOCATIONAL) J12A3*G | Graduation from college with a master's degree in vocational education, or closely related field and five years of professional vocational education teaching and/or administrative experience. Must possess and maintain a valid five-year vocational credential issued by the State of Colorado. | |

J2A – TEACHER AIDE
AUGUST 31, 2001

| Title/Class Code | Education and Experience | Substitutions |
|--------------------------------------|---|---------------|
| TEACHER AIDE J2A1XX | There are no specific education or experience requirements for entry into this job class. | |

**C2C – EARLY CHILDHOOD EDUCATOR
AUGUST 31, 2001**

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|---|--|---------------|
| CHILD CARE AIDE C2C1TX | No specific education or experience is required. A medical examination including chest X-ray or tuberculin test and other specific tests may be required. A review with the Colorado Bureau of Investigation will be required. A review with the Central Registry of Child Protection may be required. A Child Care Aide in an infant nursery must be at least 18 years old. A Child Care Aide in a toddler nursery must be at least 16 years old. | |

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|---|--|--|
| <p>EARLY CHILDHOOD EDUCATOR I</p> <p>C2C2XX</p> | <p>Some positions with working assignments as an Early Childhood Educator I will require graduation from an accredited college university with a bachelor's degree in childhood development or early childhood education. Other positions as an Early Childhood Educator I may require an associate's degree in childhood development or early childhood education. An Early Childhood Educator I in an infant nursery must have six months' experience in the care of infants and toddlers (which may include parenting experience). A medical examination including chest X-ray or tuberculin test and other specific tests may be required. A review with the Colorado Bureau of Investigation will be required. A review with the Central Registry of Child Protection may be required. An Early Childhood Educator I must be at least 19 years old.</p> | <p>Any of the following combinations of education and experience will substitute for the required bachelor's degree or associate's degree:</p> <ol style="list-style-type: none"> 1. Completion of at least two years' college education with at least one college course in childhood development AND six months of verified experience in group care of unrelated children under six years of age. 2. Completion of the equivalent of 12 semester hours course work at an accredited college or university in childhood development or early childhood education AND nine months of verified experience in group care of unrelated children under six years of age. 3. Completion of a vocational or occupational education sequence in childhood development AND twelve months of verified experience in group care of unrelated children under six years of age. 4. Certification as a Child Development Associate (CDA), Child Care Professional (CCP), or other Department of Human Services approved credential will substitute for the required education. 5. Thirty-six months of verified experience in group care of unrelated children under six years of age will substitute for the required education. |

| Title/Class Code | Education/Experience/Licensure/Certification | Substitutions |
|--|--|---|
| <p>EARLY CHILDHOOD EDUCATOR II</p> <p>C2C3XX</p> | <p>Some positions with working assignments as an Early Childhood Educator II may require graduation from an accredited college university with a bachelor's degree in childhood development or early childhood education. Other positions as an Early Childhood Educator II may require an associate's degree in childhood development or early childhood education. One year of experience must include responsibility for determining and implementing daily lesson plans for the educational and recreational activities for assigned children or classes. A medical examination including chest X-ray or tuberculin test and other specific tests may be required. A review with the Colorado Bureau of Investigation will be required. A review with the Central Registry of Child Protection may be required. An Early Childhood Educator II must be at least 19 years old. An Early Childhood Educator II in an infant nursery must have six months' experience in the care of infants and toddlers (which may include parenting experience).</p> | <p>Any of the following combinations of education and experience will substitute for the required bachelor's degree or associate's degree:</p> <ol style="list-style-type: none"> 1. Completion of at least two years' college education with at least one college course in childhood development AND six months of verified experience in group care of unrelated children under six years of age. 2. Completion of the equivalent of 12 semester hours course work at an accredited college or university in childhood development or early childhood education AND nine months of verified experience in group care of unrelated children under six years of age. 3. Completion of a vocational or occupational education sequence in childhood development AND twelve months of verified experience in group care of unrelated children under six years of age. 4. Certification as a Child Development Associate (CDA), Child Care Professional (CCP), or other Department of Human Services approved credential will substitute for the required education. 5. Thirty-six months of verified experience in group care of unrelated children under six years of age will substitute for the required education. <p>(Note: Experience which is used to substitute for the education requirement may not also be used to satisfy the experience requirement stated above.)</p> |